NORTH CENTRAL REGIONAL TRANSIT DISTRICT
(NCRTD)

FINANCE REGIONAL COORDINATION AND CONSOLIDATION SUBCOMMITTEE
AGENDA
Friday, January 21, 2011
9:00 a.m. - 11:00 a.m.
NCRTD
3600 Rodeo Lane, Suite B-6
Conference Room
Santa Fe, NM 87507

CALL TO ORDER:
Roll Call

DISCUSSION/ APPROVAL ITEMS:

A. **FY 2011 Budget and Funding Strategies: Budget Options:** *Sponsors:* Josette Lucero, NCRTD Executive Director, Linda Trujillo, NCRTD Service Development Manager, and Pat Lopez, NCRTD Financial Analyst.
- Narrative for Consolidated Budget and Cost Allocation *Attachment*
- Cost Allocation for July 2010 *Attachment*
- Cost Allocation for Aug. 2010 *Attachment*
- Cost Allocation for Sept. 2010 *Attachment*
- Cost Allocation for July- Sept. 2010 *Attachment*

B. **Minimum Age Requirement to ride NCRTD Buses:** *Sponsors:* Josette Lucero, NCRTD Executive Director and Ivan Guillen, NCRTD Regional Operations Manager. *Attachment*

MATTERS FROM THE SUBCOMMITTEE

NEXT FINANCE REGIONAL COORDINATION AND CONSOLIDATION MEETING:
February 18, 2011 at 9:00 am.

ADJOURN

Persons with disabilities in need of accommodations, please contact the NCRTD's office at 505-438-3257 five (5) working days prior to the meeting date.

North Central Regional Transit District (NCRTD)

Minutes from the Finance-Regional Consolidation and Consolidation Sub-Committee Meeting
January 21, 2011
9:00 AM- 10:00 pm
NCRTD Conference Room
Santa Fe, NM 87507

1. Roll Call taken on January 21, 2011 by NCRTD Chairwoman Romero:

Members Present:

City of Santa Fe	Rosemary Romero, NCRTD Chairwoman Jon Bulthuis
Los Alamos County	Councilor Michael Wismer (telephonically) Nancy Talley
Taos County	Jacob Caldwell (telephonically)
Santa Fe County	Penny Ellis-Green

Members Absent:

Ohkay Owingeh Pueblo
San Ildefonso Pueblo
Rio Arriba County
Pojoaque Pueblo
Tesuque Pueblo
City of Espanola

NCRTD Staff Members Present:
Josette Lucero, Executive Director
Jack Valencia, Transit Project Manager
Linda Trujillo, Service Development Manager
Ivan Guillen, Regional Operations Manager
Kelly Muniz, Financial Manager
Pat Lopez, Financial Analyst
Cynthia Halfar, Executive Assistant

Guests:
Mike Davis, from Los Alamos County
Jill Carothers, from Los Alamos County
Carol Raymond, City of Santa Fe Transit Advisory Board
Colin Messer, City of Santa Fe Transit Advisory Board
John Whitbeck, City of Santa Fe Transit Advisory Board

ROLL CALL:
At 9:10 am Chairwoman Romero asked those present to introduce themselves. The results are listed above.

Chairwoman Romero opened the meeting by making some announcements about upcoming dates. The Chairwoman stated that the next board meeting would be in March. This date was later corrected by Chairwoman Romero. The correct date is February 4, 2011. Specifically, she announced the next board meeting and the orientation for new board members that will occur at that meeting. Chairwoman explained that there would be new board members joining the NCRTD, specifically Commissioner Anaya from Santa Fe County and Barney Trujillo from Rio Arriba County. Nancy Talley has also been nominated as the alternate for Los Alamos County. Things were also shifting within the tribal side and possibly also with Taos County. She also noted that Jon Bulthuis would also probably not be the alternate from the City of Santa Fe. She expressed hope that things would change for the better for the NCRTD and that things work out for the benefit of the NCRTD and that Mr. Bulthuis is nominated for alternate, but that everyone would have to sit tight.

Mr. Bulthuis thanked the Chairwoman.

Chairwoman Romero then gave an overview of the agenda and the process of discussing funding options as it related to regional versus local. This was a topic that began about six months ago. She also explained that the whole board has not reviewed these options, that they have been under discussion in this subcommittee, with the understanding that a recommendation would be presented for the board's consideration. However, no recommendation would be coming out of this meeting due to the changes in board members and the timing perspective. This meeting would be a review of the options in order to fully understand the issues. The recommendation from the Finance Subcommittee would not be presented until the March board meeting. The February meeting would be an orientation that needs to happen before decisions are made. The NCRTD is being fiscally responsible and has a goal of functioning at its most efficient level.

Chairwoman Romero then asked if there were any questions before giving the floor to the staff. She then summarized the agenda, specifically the two items. Item B. would be an agenda item on March 4th (this date was also later corrected, the correct date being February 4th). So item B. would require a recommendation that could be brought to the board on March 4th. The Chairwoman then passed the floor to Ms. Lucero.

DISCUSSION/APPROVAL ITEMS:

A. FY 2011 Budget and Funding Strategies: Budget Options
Presented by Josette Lucero, Linda Trujillo and Pat Lopez

Ms. Lucero began by explaining that the agenda item A was originally to be presented in December, so the information was already out there. The finance subcommittee asked staff to work on a cost allocation budget for the NCRTD similar to what the City of Santa Fe and Los Alamos is doing. Ms. Lucero went on to explain that the packet included a breakdown from July through September from Ms. Trujillo and Mr. Lopez. There was a summary page that describes what cost allocation consists of, which would be explained by Ms. Trujillo. Mr. Lopez would then explain what the invoice would actually look like.

Ms. Trujillo then explained the summary. The consolidated budget would be utilizing only four funding sources. The GRT would be treated as a whole. There would be revenue streams from 5411, 5416, the Los Alamos contribution, and GRT. Plus any capital funds or grants that would be tracked individually. Ms. Trujillo explained that there was a need to reduce or simplify the daily coding of the invoices that currently takes numerous, numerous hours. That was the reason for the need for a consolidated budget and the cost allocation method. However, 5311 and 5316 would still need to be kept separate due to the reporting requirements from DOT.

The cost allocation method is the same method used by Los Alamos and the City of Santa Fe when they invoice the NCRTD. Following Los Alamos and the city would standardize the process. Cost allocation could be used monthly or quarterly. Pat and I have done both types in the packet. Currently, we are billed by the city and Los Alamos on a quarterly basis. Using the monthly method allows us to track monthly expenditures for the board, so finance staff would prefer to keep monthly in.

Ms. Trujillo summarized the rest of the narrative in the packet. She once again stressed that this was the same method brought to the NCRTD by Los Alamos County that the NCRTD was now adapting for use. Ms. Trujillo added that the method is also the standard in the transit industry. She then asked Mr. Lopez if he explain in detail the other sheets in the packet.

Mr. Lopez began by giving an overview of the information, with a reading of the expenditure categories. He explained that the only type of expenditure excluded is any one time capital outlay costs. Mr. Lopez then elaborated on the categories of vehicle hour, vehicle mile, and vehicle-fixed costs. He gave examples of some of the expenses.

Mr. Lopez wanted the subcommittee to keep in mind that these reports could be done month by month, or quarterly. Quarterly reports are more accurate, since expenditures vary from month to month.

Chairwoman Romero asked Pat if the reason there was no expense listed for rent, computer telephone expenses from Rio Arriba County was because the NCRTD has received those expenses in kind from Rio Arriba County.

Ms. Lucero replied that rent and computer expenses were in kind, but that the NCRTD pays our telephone.

Ms. Trujillo clarified that the reason that telephone was blank was due to the fact that Rio Arriba is not timely in sending the breakdown to us, so they might not be reflected on a monthly basis. There may not be a bill every single month. Ms. Trujillo added that Rio Arriba has been incredibly gracious to the NCRTD.

Ms. Lucero asked Ms. Trujillo to please explain the route costs on page two.

Ms. Trujillo then explained that those figures tie into the NCRTD's financial system, which is the Sage MIP accounting program. Ms. Trujillo said that when she calculates ridership figures every month, she also calculates the number of hours and the number of miles (although it is not in this packet). The number of miles comes from the drivers' daily tally sheets for each driver and for each route. Ms. Trujillo asked if there were any questions about where the numbers were generated from. There were no questions. Ms. Trujillo then thanked Jill Carothers from Los Alamos for her help to the NCRTD in sorting the figures out.

On the third page, staff used the actual number of vehicles that were used on these routes for that particular month. Part of that number is what is called the spare ratio allowance. Ms. Trujillo explained that when a bus breaks down you have to have a backup. There are standards from FTA as to what that spare ration has to be. So we maintain those vehicles. Finance staff can do this either way, either by calculating the cost to maintain the spare vehicles or we can spread out that cost over all the routes. If the NCRTD spreads out the cost over the routes, each of the route costs will increase by approximately ten percent.

Ms. Talley clarified that the percentage would be assigned to each of the routes.

Mr. Lopez said that there were no hard and fast rules, but that once a decision was made and parameters were set, they would have to be consistently followed.

Chairwoman Romero agreed that consistency and documentation were very important. She added that it has taken a long time to get to this point and there was a lot of good work done.

Ms. Trujillo asked Ms. Carothers if cost allocation was followed for all of Los Alamos's routes. Ms. Carothers nodded in the affirmative.

Ms. Trujillo asked Mr. Bulthuis if the city followed the method. Mr. Bulthuis replied that the city did, but only for the routes that they bill the NCRTD for. They did not for the whole system.

Ms. Trujillo stated that the NCRTD would then be in alignment with Los Alamos and the City of Santa Fe.

Chairwoman Romero thanked staff for their work.

Ms. Lucero then advanced the meeting to item B. She explained that the board had passed Resolution 2008-03 which lowered the minimum age to ride an NCRTD bus from 13 years old to 10 years old. There is a clause in the resolution that requires those between 10 and 13 years old to obtain and wear, while riding an NCRTD bus, a badge showing trip destination and parent contact phone number. This requirement has proved problematic for Operations staff.

Mr. Guillen explained that children over 10 years old may ride the bus unattended but are required to fill out an application and have a photo taken and then are issued an I.D. by the NCRTD. So the NCRTD has isolated a group of riders and placed a burden on them. The NCRTD transports students throughout the region and if the students are not carrying their I.D. they do not get service.

Chairwoman Romero pointed out that Los Alamos and Taos have encountered similar problems. There was a safety issue with the Roots and Wings School. Perhaps the state could look at the issue as well, since we are dealing with I.D.s and that may need to be monitored.

Mr. Guillen stated that the NCRTD was disenfranchising the student as well as the parent when service is denied. This was an issue particularly for the students at Roots and Wings and Pojoaque. If the NCRTD had a mass photo shoot, the students or children who fall outside those systems, or who only ride every now and then would not be covered and hence could not be served.

Mr. Guillen added that he conducted a survey with other transit providers and none requires identification for young riders. He recommends doing away with the barrier and the requirement for that particular segment of the population.

Councilor Wismer asked Mr. Guillen if there was any other requirement for the student besides having a photo taken and an application filled out. Mr. Guillen replied that that was the whole of it.

Councilor Wismer asked if any of that enhanced safety at all. Mr. Guillen answered "No."

The Councilor asked how the NCRTD promoted safety among youngsters, for example entering and exiting the bus. How would we address safety for children. The badge requirement could be done away with since it does not promote safety for youngsters and does not add value. Yet there is still an issue of educating the students regarding safety concerns.

Chairwoman Romero asked Ms. Talley to explain how Los Alamos has addressed the issue. Los Alamos turned to an education and training program within the schools. They found that there is a discrepancy in what school bus protocol is versus what public bus protocol is. So if the badges do not promote safety issues, perhaps there could be an education and training program that would do so.

Ms. Trujillo replied that our previous Marketing Director had started to speak to fourth and fifth graders to not only to promote public transportation, but to educate. Our drivers also have safety and sensitivity training regarding this population.

Chairwoman Romero summarized. The consensus seemed to be to rescind Resolution 2008-03 and to add an amendment for the PIO to continue education in the schools.

Councilor Wismer said it was important to stress that safety is an absolute commitment.

Ms. Lucero said that an amendment was not necessary. She could ensure education as a continuing PIO task.

The Chairwoman confirmed that this was the recommendation to send to the board on the February 4th meeting.

Before concluding the meeting, the Chairwoman reminded members that folks are encouraged to come to the RPA meetings and these subcommittee meetings. Former Chairman Tony Mortillaro has been hired on a contractual basis by the NCRTD to help forward the financial and policy issues that he helped to initiate while he was on the board. The next board meeting is February 4th and orientation for new board members will be conducted. The next Finance Subcommittee will meet February 18th and we may have a new subcommittee Chair by then. On March 4th we will be making a recommendation based on the meeting February 4th regarding the various financing options.

Councilor Wismer requested at the February 18th meeting, the revenue information be presented to help with his recommendation

Ms. Lucero replied that the latest GRT revenue information goes to the board every month. Was there something different he would like to request?

Councilor Wismer replied that that was fine.

Chairwoman Romero adjourned the meeting at approximately 10:00 am

North Central Regional Transit District
Consolidated Budget/Transit Cost Allocation for Expenditures

After discussion, option #6 appeared to be the most favorable of the Funding Options. Based on the content of the November 12, 2010 Funding Options document, this option would greatly simplify the accounting process for the NCRTD. Page 15 of the document begins with the elimination of the current percentages being provided to Los Alamos and City of Santa Fe. The GRT would be treated as a whole and not split into the four counties. With this being done, we would reduce the number of fund accounts the NCRTD currently uses for revenue. We would have 5311, 5316. Los Alamos Contribution, and GRT, plus any capital fund accounts that must be tracked individually for reporting purposes. By reducing the fund accounts to four it would simplify the daily coding of invoices for payment and reducing staff time. We would need to maintain 5311 and 5316 separately due to the reporting to the DOT on these two grants. The invoicing to the DOT, per the MOA must be actual expenditures. By using a consolidated budget, it would also simplify the use of cost allocation for the expenditures, thus saving staff numerous hours in tracking individual, actual route costs.

The cost allocation method is the same method currently used by Los Alamos and the City of Santa Fe for their invoicing to the NCRTD. With the NCRTD using this method, we would be standardizing how member entities calculate route cost. The cost allocation method can be used monthly or quarterly. Currently Los Alamos and the City of Santa Fe use quarterly calculations. For the purpose of this presentation, the NCRTD submits three monthly reports and one quarterly for review and comment.

By utilizing the monthly method, the NCRTD can track the monthly expenditures of each route for reporting purposes to the Board. Simplified the cost allocation method totals all administrative and operating expenses and divides them into three categories, cost per vehicle hour, cost per vehicle mile and vehicle fixed costs. These total monthly expenditures are divided by the total hours and miles run by all routes, and the fixed cost is divided by the total number of vehicles in the fleet. Each months costs can vary slightly based on the total expenditures and the payment of insurances, legal fees, audit fees, dues and subscriptions, as well as three pay periods twice a year. Other factors that can affect the cost per hour, mile and fixed cost are the number of rider days per month.

December 8, 2010

Going to the attached report for the month of July 2010, the monthly expenditures are reflected in each category for a total of $354,861.75 for the month. Each of the expenditure categories are divided by the respective number of vehicles, number of miles and number of hours for the month.

EXAMPLE: July 2010

The total vehicle hour expenditures $142,011.39 is divided by the total monthly hours of all routes 3,628 resulting in a vehicle hourly cost of $39.14. The vehicle mile expenditures of $40,529.35 is divided by the total number of miles driven by drivers of all routes 72,522 resulting in a cost per mile of .56. The vehicle fixed costs $172,321.01 is divided by the total number of vehicles in the fleet which is 31 resulting in a fixed vehicle cost of $5,558.74. The cost factors then become the monthly standard or constant for each route cost. This is seen on page 2 and 3 of the July 2010 example. As can be seen the total monthly cost for the Questa route for July is $14,738.90, August is $10,629.60, and the September cost is $11,601.44. The quarterly cost for this route is $36,852.16. Keep in mind that these costs are higher then the projected operating costs because these costs include all administrative costs that are not in the operating projections.

By utilizing this cost allocation method, many hours of analysis are simplified saving staff many hours each month. It also provides an accurate method for calculating route costs.

North Central Regional Transit District
Allocated Costs for July, 2010
Based on Actual Expenditures from July 1, 2010 through July 31, 2010

Expense Object Class	Vehicle Hour	Vehicle Mile	Vehicle-Fixed Costs	
TRANSPORTATION EXPENSE				
Driver Wages and Salaries	98,575.24			
Driver Fringe Benefits	43,344.62			
Fuel and Oil		22,605.42		
Tires and Tubes		1,294.44		
Vehicle Insurance			28,478.15	
Vehicle Lease				
Purchased Transportation	91.53			
Other	-			
MAINTENANCE EXPENSE				
Mechanic Wages and Salaries		4,706.40		
Mechanic Fringe Benefits		1,969.95		
Materials and Supplies		4,422.70		
Contracted Maintenance		5,530.44		
Facility Rental				
Utilities			413.94	
Contracted Services				
Other			1,020.00	
CALL TAKING AND DISPATCHING EXPENSE				
Dispatcher Wages and Salaries			3,765.60	
Dispatcher Fringe Benefits			1,788.18	
Telephone Expenses				
Computer Expenses				
Rent				
Other				
ADMINISTRATIVE EXPENSE				
Administrative Salaries			67,983.19	
Administrative Fringe Benefits			24,478.09	
Material and Supplies			866.32	
Non-Vehicle Insurance			32,201.65	
Professional Services			294.25	
Travel			1,557.60	
Office Rental			2,224.56	
Utilities			2,110.46	
Equipment Rental/Service				
Other			5,139.02	
TOTAL OPERATING EXPENSE	142,011.39	40,529.35	172,321.01	354,861.75
Total Vehicles			32	
Total Vehicle Miles		68,172		
Total Vehicle Hours	3,628			
Vehicle Cost Factor			5,385.03	
Vehicle Mile Cost Factor		0.59		
Vehicle Hour Cost Factor	39.14			

Route Costs based on Cost Allocation Method Jul-10

Questa	Cost/Mile	1488	0.59	$877.92	
	Cost Hour	176	39.14	$6,888.64	
	Cost /Vehicle	1.48	5,385.03	$7,969.84	$15,736.40
Penasco	Cost/Mile	3828	0.059	$225.85	
	Cost Hour	176	39.14	$6,888.64	
	Cost /Vehicle	1.48	5,385.03	$7,969.84	$15,084.34
Taos-Esp	Cost/Mile	6798	0.059	$401.08	
	Cost Hour	220	39.14	$8,610.80	
	Cost /Vehicle	1.48	5,385.03	$7,969.84	$16,981.73
Esp-Santa Fe	Cost/Mile	4466	0.59	$2,634.94	
	Cost Hour	198	39.14	$7,749.72	
	Cost /Vehicle	1.48	5,385.03	$7,969.84	$18,354.50
Westside	Cost/Mile	2970	0.59	$1,752.30	
	Cost Hour	286	39.14	$11,194.04	
	Cost /Vehicle	1.48	5,385.03	$7,969.84	$20,916.18
Riverside	Cost/Mile	3388	0.59	$1,998.92	
	Cost Hour	308	39.14	$12,055.12	
	Cost /Vehicle	1.48	5,385.03	$7,969.84	$22,023.88
Tesuque	Cost/Mile	1342	0.59	$791.78	
	Cost Hour	220	39.14	$8,610.80	
	Cost /Vehicle	1.48	5,385.03	$7,969.84	$17,372.42
Alcalde	Cost/Mile	3190	0.59	$1,882.10	
	Cost Hour	176	39.14	$6,888.64	
	Cost /Vehicle	1.48	5,385.03	$7,969.84	$16,740.58
Esp- LA	Cost/Mile	2814	0.59	$1,660.26	
	Cost Hour	84	39.14	$3,287.76	
	Cost /Vehicle	1.48	5,385.03	$7,969.84	$12,917.86
Chimayo	Cost/Mile	3190	0.59	$1,882.10	
	Cost Hour	176	39.14	$6,888.64	
	Cost /Vehicle	1.48	5,385.03	$7,969.84	$16,740.58
El Rito	Cost/Mile	7282	0.59	$4,296.38	
	Cost Hour	198	39.14	$7,749.72	
	Cost /Vehicle	1.48	5,385.03	$7,969.84	$20,015.94
Santa Clara	Cost/Mile	4642	0.59	$2,738.78	
	Cost Hour	176	39.14	$6,888.64	
	Cost /Vehicle	1.48	5,385.03	$7,969.84	$17,597.26
Pojoaque	Cost/Mile	2596	0.59	$1,531.64	
	Cost Hour	176	39.14	$6,888.64	
	Cost /Vehicle	1.482	5,385.03	$7,980.61	$16,400.89

Demand	Cost/Mile	3476	0.59	$2,050.84		
	Cost Hour	194	39.14	$7,593.16		
	Cost /Vehicle	3.5	5,385.03	$18,847.61	$28,491.61	
Las Trampas	Cost/Mile	4884	0.59	$2,881.56		
	Cost Hour	154	39.14	$6,027.56		
	Cost /Vehicle	1.482	5,385.03	$7,980.61	$16,889.73	
San Ildefonso	Cost/Mile	880	0.59	$519.20		
	Cost Hour	88	39.14	$3,444.32		
	Cost /Vehicle	1.482	5,385.03	$7,980.61	$11,944.13	
Chama	Cost/Mile	3348	0.59	$1,975.32		
	Cost Hour	72	39.14	$2,818.08		
	Cost /Vehicle	1.482	5,385.03	$7,980.61	$12,774.01	
Red River	Cost/Mile	1452	0.56	$813.12		
	Cost Hour	176	39.14	$6,888.64		
	Cost /Vehicle	1.482	5,385.03	$7,980.61	$15,682.37	
Klauer-UNM	Cost/Mile	1584	0.59	$934.56		
	Cost Hour	176	39.14	$6,888.64		
	Cost /Vehicle	1.482	5,385.03	$7,980.61	$15,803.81	
NM 599	Cost/Mile	748	0.59	$441.32		
	Cost Hour	44	39.14	$1,722.16		
	Cost /Vehicle	1.482	5,385.03	$7,980.61	$10,144.09	
Eldorado	Cost/Mile	3806	0.59	$2,245.54		
	Cost Hour	154	39.14	$6,027.56		
	Cost /Vehicle	1.481	5,385.03	$7,975.23	$16,248.33	
						354,861.75
TOTAL					$354,860.70	
			Difference		1.05	
		68172	3628			

North Central Regional Transit District
Allocated Costs for August, 2010
Based on Actual Expenditures from August 1, 2010 through August 31, 2010

Expense Object Class	Vehicle Hour	Vehicle Mile	Vehicle-Fixed Costs	
TRANSPORTATION EXPENSE				
Driver Wages and Salaries	64,806.57			
Driver Fringe Benefits	27,477.54			
Fuel and Oil		25,035.51		
Tires and Tubes		1,929.21		
Vehicle Insurance				
Vehicle Lease				
Purchased Transportation				
Other	96.29			
MAINTENANCE EXPENSE				
Mechanic Wages and Salaries		3,137.60		
Mechanic Fringe Benefits		1,313.30		
Materials and Supplies		1,956.84		
Contracted Maintenance		21,364.98		
Facility Rental				
Utilities			215.80	
Contracted Services				
Other				
CALL TAKING AND DISPATCHING EXPENSE				
Dispatcher Wages and Salaries			2,510.40	
Dispatcher Fringe Benefits			1,192.12	
Telephone Expenses				
Computer Expenses				
Rent				
Other				
ADMINISTRATIVE EXPENSE				
Administrative Salaries			47,117.16	
Administrative Fringe Benefits			16,279.71	
Material and Supplies			2,058.62	
Non-Vehicle Insurance				
Professional Services			10,284.79	
Travel			86.35	
Office Rental			4,449.12	
Utilities			2,475.99	
Equipment Rental/Service			1486.09	
Other			8,961.95	
TOTAL OPERATING EXPENSE	92,380.40	54,737.44	97,118.10	244,235.94
Total Vehicles			32	
Total Vehicle Miles		71,901		
Total Vehicle Hours	3705			
Vehicle Cost Factor			3,034.94	
Vehicle Mile Cost Factor		0.76		
Vehicle Hour Cost Factor	24.93			

Route Costs based on Cost Allocation Method Aug-10

Questa	Cost/Mile	4092	0.76	$3,109.92	
	Cost Hour	176	24.93	$4,387.68	
	Cost /Vehicle	1.432	3,034.94	$4,346.03	$11,843.63
Penasco	Cost/Mile	3828	0.76	$2,909.28	
	Cost Hour	176	24.93	$4,387.68	
	Cost /Vehicle	1.432	3,034.94	$4,346.03	$11,642.99
Taos-Esp	Cost/Mile	6798	0.76	$5,166.48	
	Cost Hour	220	24.93	$5,484.60	
	Cost /Vehicle	1.432	3,034.94	$4,346.03	$14,997.11
Esp-Santa Fe	Cost/Mile	4466	0.76	$3,394.16	
	Cost Hour	198	24.93	$4,936.14	
	Cost /Vehicle	1.432	3,034.94	$4,346.03	$12,676.33
Westside	Cost/Mile	2970	0.76	$2,257.20	
	Cost Hour	286	24.93	$7,129.98	
	Cost /Vehicle	1.432	3,034.94	$4,346.03	$13,733.21
Riverside	Cost/Mile	3388	0.76	$2,574.88	
	Cost Hour	308	24.93	$7,678.44	
	Cost /Vehicle	1.432	3,034.94	$4,346.03	$14,599.35
Tesuque	Cost/Mile	4488	0.76	$3,410.88	
	Cost Hour	220	24.93	$5,484.60	
	Cost /Vehicle	1.432	3,034.94	$4,346.03	$13,241.51
Alcalde	Cost/Mile	3190	0.76	$2,424.40	
	Cost Hour	176	24.93	$4,387.68	
	Cost /Vehicle	1.432	3,034.94	$4,346.03	$11,158.11
Esp- LA	Cost/Mile	2814	0.76	$2,138.64	
	Cost Hour	88	24.93	$2,193.84	
	Cost /Vehicle	1.432	3,034.94	$4,346.03	$8,678.51
Chimayo	Cost/Mile	3190	0.76	$2,424.40	
	Cost Hour	176	24.93	$4,387.68	
	Cost /Vehicle	1.432	3,034.94	$4,346.03	$11,158.11
El Rito	Cost/Mile	7282	0.76	$5,534.32	
	Cost Hour	198	24.93	$4,936.14	
	Cost /Vehicle	1.432	3,034.94	$4,346.03	$14,816.49
Santa Clara	Cost/Mile	1822	0.76	$1,384.72	
	Cost Hour	176	24.93	$4,387.68	
	Cost /Vehicle	1.432	3,034.94	$4,346.03	$10,118.43

Pojoaque	Cost/Mile	2596	0.76	$1,972.96		
	Cost Hour	176	24.93	$4,387.68		
	Cost /Vehicle	1.432	3,034.94	$4,346.03	$10,706.67	
Demand	Cost/Mile	4275	0.76	$3,249.00		
	Cost Hour	253	24.93	$6,307.29		
	Cost /Vehicle	3.42	3,034.94	$10,379.49	$19,935.78	
Las Trampas	Cost/Mile	4884	0.76	$3,711.84		
	Cost Hour	176	24.93	$4,387.68		
	Cost /Vehicle	1.43	3,034.94	$4,339.96	$12,439.48	
San Ildefonso	Cost/Mile	880	0.76	$668.80		
	Cost Hour	88	24.93	$2,193.84		
	Cost /Vehicle	1.43	3,034.94	$4,339.96	$7,202.60	
Chama	Cost/Mile	3348	0.76	$2,544.48		
	Cost Hour	72	24.93	$1,794.96		
	Cost /Vehicle	1.43	3,034.94	$4,339.96	$8,679.40	
Red River	Cost/Mile	1452	0.76	$1,103.52		
	Cost Hour	176	24.93	$4,387.68		
	Cost /Vehicle	1.431	3,034.94	$4,343.00	$9,834.20	
Klauer-UNM	Cost/Mile	1584	0.76	$1,203.84		
	Cost Hour	168	24.93	$4,188.24		
	Cost /Vehicle	1.432	3,034.94	$4,346.03	$9,738.11	
NM 599	Cost/Mile	748	0.76	$568.48		
	Cost Hour	44	24.93	$1,096.92		
	Cost /Vehicle	1.423	3,034.94	$4,318.72	$5,984.12	
Eldorado	Cost/Mile	3806	0.76	$2,892.56		
	Cost Hour	154	24.93	$3,839.22		
	Cost /Vehicle	1.423	3,034.94	$4,318.72	$11,050.50	
						244,235.94
TOTAL					$244,234.71	
			Difference		1.23	
		3705	71901			

North Central Regional Transit District
Allocated Costs for September, 2010
Based on Actual Expenditures from September 1, 2010 through September 30, 2010

Expense Object Class	Vehicle Hour	Vehicle Mile	Vehicle-Fixed Costs	
TRANSPORTATION EXPENSE				
Driver Wages and Salaries	67,509.86			
Driver Fringe Benefits	27,769.61			
Fuel and Oil		23,527.88		
Tires and Tubes		2,810.90		
Vehicle Insurance				
Vehicle Lease				
Purchased Transportation				
Other	91.90			
MAINTENANCE EXPENSE				
Mechanic Wages and Salaries		3,137.60		
Mechanic Fringe Benefits		1,313.30		
Materials and Supplies		35.00		
Contracted Maintenance		10,467.96		
Facility Rental				
Utilities			439.68	
Contracted Services				
Other			916.94	
CALL TAKING AND DISPATCHING EXPENSE				
Dispatcher Wages and Salaries			2,510.40	
Dispatcher Fringe Benefits			1,192.12	
Telephone Expnses				
Computer Expenses				
Rent				
Other				
ADMINISTRATIVE EXPENSE				
Administrative Salaries			45,733.90	
Administrative Fringe Benefits			17,116.80	
Material and Supplies			11,359.44	
Non-Vehicle Insurance				
Professional Services			28,846.94	
Travel			354.53	
Office Rental			1,900.00	
Utilities			1,875.43	
Equipment Rental/Service			894.13	
Other			42,376.76	
TOTAL OPERATING EXPENSE	95,371.37	41,292.64	155,517.07	292,181.08
Total Vehicles			32	
Total Vehicle Miles		71,671		
Total Vehicle Hours	3709			
Vehicle Cost Factor			4,859.91	
Vehicle Mile Cost Factor		0.58		
Vehicle Hour Cost Factor	25.71			

Route Costs based on Cost Allocation Method Sep-10

Questa	Cost/Mile	3906	0.58	$2,265.48	
	Cost Hour	168	25.71	$4,319.28	
	Cost /Vehicle	1.31	4,859.91	$6,366.48	$12,951.24
Penasco	Cost/Mile	3654	0.58	$2,119.32	
	Cost Hour	168	25.71	$4,319.28	
	Cost /Vehicle	1.31	4,859.91	$6,366.48	$12,805.08
Taos-Esp	Cost/Mile	6189	0.58	$3,589.62	
	Cost Hour	210	25.71	$5,399.10	
	Cost /Vehicle	1.31	4,859.91	$6,366.48	$15,355.20
Esp-Santa Fe	Cost/Mile	4263	0.58	$2,472.54	
	Cost Hour	189	25.71	$4,859.19	
	Cost /Vehicle	1.31	4,859.91	$6,366.48	$13,698.21
Westside	Cost/Mile	2835	0.58	$1,644.30	
	Cost Hour	273	25.71	$7,018.83	
	Cost /Vehicle	1.31	4,859.91	$6,366.48	$15,029.61
Riverside	Cost/Mile	3234	0.58	$1,875.72	
	Cost Hour	294	25.71	$7,558.74	
	Cost /Vehicle	1.31	4,859.91	$6,366.48	$15,800.94
Tesuque	Cost/Mile	4284	0.58	$2,484.72	
	Cost Hour	210	25.71	$5,399.10	
	Cost /Vehicle	1.31	4,859.91	$6,366.48	$14,250.30
Alcalde	Cost/Mile	3045	0.58	$1,766.10	
	Cost Hour	168	25.71	$4,319.28	
	Cost /Vehicle	1.31	4,859.91	$6,366.48	$12,451.86
Esp- LA	Cost/Mile	2814	0.58	$1,632.12	
	Cost Hour	84	25.71	$2,159.64	
	Cost /Vehicle	1.31	4,859.91	$6,366.48	$10,158.24
Chimayo	Cost/Mile	3045	0.58	$1,766.10	
	Cost Hour	168	25.71	$4,319.28	
	Cost /Vehicle	1.31	4,859.91	$6,366.48	$12,451.86
El Rito	Cost/Mile	6951	0.58	$4,031.58	
	Cost Hour	189	25.71	$4,859.19	
	Cost /Vehicle	1.31	4,859.91	$6,366.48	$15,257.25
Santa Clara	Cost/Mile	4431	0.58	$2,569.98	
	Cost Hour	168	25.71	$4,319.28	
	Cost /Vehicle	1.31	4,859.91	$6,366.48	$13,255.74

Pojoaque	Cost/Mile	944	0.58	$547.52		
	Cost Hour	168	25.71	$4,319.28		
	Cost /Vehicle	1.31	4,859.91	$6,366.48	$11,233.28	
Demand	Cost/Mile	2094	0.58	$1,214.52		
	Cost Hour	134	25.71	$3,445.14		
	Cost /Vehicle	2.32	4,859.91	$11,274.99	$15,934.65	
Demand-Pojo	Cost/Mile	3887	0.58	$2,254.46		
	Cost Hour	248	25.71	$6,376.08		
	Cost /Vehicle	3.32	4,859.91	$16,134.90	$24,765.44	
Las Trampas	Cost/Mile	4662	0.58	$2,703.96		
	Cost Hour	168	25.71	$4,319.28		
	Cost /Vehicle	1.31	4,859.91	$6,366.48	$13,389.72	
San Ildefonso	Cost/Mile	840	0.58	$487.20		
	Cost Hour	84	25.71	$2,159.64		
	Cost /Vehicle	1.321	4,859.91	$6,419.94	$9,066.78	
Chama	Cost/Mile	3348	0.58	$1,941.84		
	Cost Hour	72	25.71	$1,851.12		
	Cost /Vehicle	1.321	4,859.91	$6,419.94	$10,212.90	
Red River	Cost/Mile	1386	0.58	$803.88		
	Cost Hour	168	25.71	$4,319.28		
	Cost /Vehicle	1.332	4,859.91	$6,473.40	$11,596.56	
Klauer-UNM	Cost/Mile	1512	0.58	$876.96		
	Cost Hour	168	25.71	$4,319.28		
	Cost /Vehicle	1.332	4,859.91	$6,473.40	$11,669.64	
NM 599	Cost/Mile	714	0.58	$414.12		
	Cost Hour	42	25.71	$1,079.82		
	Cost /Vehicle	1.33	4,859.91	$6,463.68	$7,957.62	
Eldorado	Cost/Mile	3633	0.58	$2,107.14		
	Cost Hour	168	25.71	$4,319.28		
	Cost /Vehicle	1.33	4,859.91	$6,463.68	$12,890.10	
						292,181.08
					$292,182.25	
			Difference		1.17	
		71671	3709			

North Central Regional Transit District
Allocated Costs for 1st Quarter
Based on Actual Expenditures from July 1, 2010 through September 30, 2010

Expense Object Class	Vehicle Hour	Vehicle Mile	Vehicle-Fixed Costs	
TRANSPORTATION EXPENSE				
Driver Wages and Salaries	230,891.67			
Driver Fringe Benefits	98,591.77			
Fuel and Oil		71,168.81		
Tires and Tubes		6,034.55		
Vehicle Insurance			28,478.15	
Vehicle Lease				
Purchased Transportation				
Other	279.72			
MAINTENANCE EXPENSE				
Mechanic Wages and Salaries		10,981.60		
Mechanic Fringe Benefits		4,596.55		
Materials and Supplies		6,414.54		
Contracted Maintenance		37,363.38		
Facility Rental				
Utilities			1,069.42	
Contracted Services				
Other			1,936.94	
CALL TAKING AND DISPATCHING EXPENSE				
Dispatcher Wages and Salaries			8,786.40	
Dispatcher Fringe Benefits			4,172.42	
Telephone Expenses				
Computer Expenses				
Rent				
Other				
ADMINISTRATIVE EXPENSE				
Administrative Salaries			160,834.25	
Administrative Fringe Benefits			57,874.60	
Material and Supplies			14,284.38	
Non-Vehicle Insurance			32,201.65	
Professional Services			39,425.98	
Travel			1,998.48	
Office Rental			8,573.68	
Utilities			6,461.88	
Equipment Rental/Service			2,380.22	
Other			56,477.73	
TOTAL OPERATING EXPENSE	329,763.16	136,559.43	424,956.18	891,278.77
Total Vehicles			32	
Total Vehicle Miles		211,744		
Total Vehicle Hours	11,042			
Vehicle Cost Factor			13,279.88	
Vehicle Mile Cost Factor		0.64		
Vehicle Hour Cost Factor	29.86			

Route Costs based on Cost Allocation Method Quarterly

Questa	Cost/Mile	9,486	0.64	$6,071.04	
	Cost Hour	520	29.86	$15,527.20	
	Cost /Vehicle	1.34	13,279.88	$17,795.04	$39,393.28
Penasco	Cost/Mile	11,310	0.64	$7,238.40	
	Cost Hour	520	29.86	$15,527.20	
	Cost /Vehicle	1.34	13,279.88	$17,795.04	$40,560.64
Taos-Esp	Cost/Mile	19785	0.64	$12,662.40	
	Cost Hour	650	29.86	$19,409.00	
	Cost /Vehicle	1.34	13,279.88	$17,795.04	$49,866.44
Esp-Santa Fe	Cost/Mile	13194	0.64	$8,444.16	
	Cost Hour	585	29.86	$17,468.10	
	Cost /Vehicle	1.34	13,279.88	$17,795.04	$43,707.30
Westside	Cost/Mile	8775	0.64	$5,616.00	
	Cost Hour	845	29.86	$25,231.70	
	Cost /Vehicle	1.34	13,279.88	$17,795.04	$48,642.74
Riverside	Cost/Mile	10010	0.64	$6,406.40	
	Cost Hour	910	29.86	$27,172.60	
	Cost /Vehicle	1.34	13,279.88	$17,795.04	$51,374.04
Tesuque	Cost/Mile	10114	0.64	$6,472.96	
	Cost Hour	650	29.86	$19,409.00	
	Cost /Vehicle	1.34	13,279.88	$17,795.04	$43,677.00
Alcalde	Cost/Mile	9425	0.64	$6,032.00	
	Cost Hour	520	29.86	$15,527.20	
	Cost /Vehicle	1.34	13,279.88	$17,795.04	$39,354.24
Esp- LA	Cost/Mile	8577	0.64	$5,489.28	
	Cost Hour	256	29.86	$7,644.16	
	Cost /Vehicle	1.34	13,279.88	$17,795.04	$30,928.48
Chimayo	Cost/Mile	9425	0.64	$6,032.00	
	Cost Hour	520	29.86	$15,527.20	
	Cost /Vehicle	1.34	13,279.88	$17,795.04	$39,354.24
El Rito	Cost/Mile	21515	0.64	$13,769.60	
	Cost Hour	585	29.86	$17,468.10	
	Cost /Vehicle	1.34	13,279.88	$17,795.04	$49,032.74
Santa Clara	Cost/Mile	10761	0.64	$6,887.04	
	Cost Hour	520	29.86	$15,527.20	
	Cost /Vehicle	1.34	13,279.88	$17,795.04	$40,209.28

Pojoaque	Cost/Mile	6136	0.64	$3,927.04		
	Cost Hour	520	29.86	$15,527.20		
	Cost /Vehicle	1.4	13,279.88	$18,591.83	$38,046.07	
Demand	Cost/Mile	9845	0.64	$6,300.80		
	Cost Hour	581	29.86	$17,348.66		
	Cost /Vehicle	2.34	13,279.88	$31,074.92	$54,724.38	
Demand-Pojo	Cost/Mile	3887	0.64	$2,487.68		
	Cost Hour	248	29.86	$7,405.28		
	Cost /Vehicle	2.35	13,279.88	$31,207.72	$41,100.68	
Las Trampas	Cost/Mile	14430	0.64	$9,235.20		
	Cost Hour	498	29.86	$14,870.28		
	Cost /Vehicle	1.41	13,279.88	$18,724.63	$42,830.11	
San Ildefonso	Cost/Mile	2600	0.64	$1,664.00		
	Cost Hour	260	29.86	$7,763.60		
	Cost /Vehicle	1.421	13,279.88	$18,870.71	$28,298.31	
Chama	Cost/Mile	10044	0.64	$6,428.16		
	Cost Hour	216	29.86	$6,449.76		
	Cost /Vehicle	1.41	13,279.88	$18,724.63	$31,602.55	
Red River	Cost/Mile	4290	0.64	$2,745.60		
	Cost Hour	520	29.86	$15,527.20		
	Cost /Vehicle	1.41	13,279.88	$18,724.63	$36,997.43	
Klauer-UNM	Cost/Mile	4680	0.64	$2,995.20		
	Cost Hour	512	29.86	$15,288.32		
	Cost /Vehicle	1.411	13,279.88	$18,737.91	$37,021.43	
NM 599	Cost/Mile	2210	0.64	$1,414.40		
	Cost Hour	130	29.86	$3,881.80		
	Cost /Vehicle	1.42	13,279.88	$18,857.43	$24,153.63	
Eldorado	Cost/Mile	11245	0.64	$7,196.80		
	Cost Hour	476	29.86	$14,213.36		
	Cost /Vehicle	1.43	13,279.88	$18,990.23	$40,400.39	
						891,278.77
TOTAL		211,744	11042		$891,275.39	
			Difference		3.38	

NCRTD Regional Transit Gross Receipts Taxes Collected
Budget versus Actuals for Fiscal Year 2011 through September
Percent of Year - Budgeted 12-Month Collection; Three of 12 Months **25.00%**

Entity	Date Received	Amount Collected	Month of Activity	Budget	% of Budget	Budget Variance
Los Alamos County	9/20/2010	225,788.87	2010-07		135.47%	35.47%
	10/22/2010	146,506.70	2010-08		87.90%	-12.10%
	Not Received		2010-09			
		372,295.57		2,000,000.00	18.61%	-6.39%
Rio Arriba County	9/30/2010	55,399.88	2010-07		128.98%	28.98%
	10/28/2010	50,086.91	2010-08		116.61%	16.61%
	Not Received		2010-09			
		105,486.79		515,438.00	20.47%	-4.53%
Santa Fe County	9/30/2010	326,720.77	2010-07		110.48%	10.48%
	10/21/2010	346,809.74	2010-08		117.27%	17.27%
	Not Received		2010-09			
		673,530.51		3,548,688.00 (1)	18.98%	-6.02%
Taos County	9/23/2010	73,577.79	2010-07		125.19%	25.19%
	10/22/2010	67,483.19	2010-08		114.82%	14.82%
	11/19/2010	67,344.60	2010-09			
		208,405.58		705,286.00	29.55%	4.55%
Total Collected through September		1,359,718.45		6,769,412.00	20.09%	-4.91%

(1) Includes $87,120 projected revenue that is not included in NCRTD's expense budget but is earmarked to be deposited in NCRTD's reserve fund.

North Central Regional Transit District
Summary Budget Comparison
From 7/1/2010 Through 11/30/2010

Account Type	Account Code	Account Title	Original Budget	Year to Date Actuals	Remaining Budget	Year to Date Budget Variance - 42%
REV	4452000	Federal Grants	2,416,887.00	352,298.65	2,064,588.35	14.6%
REV	4545000	Tax Revenue/GRT	4,907,948.00	1,022,953.19	3,884,994.81	20.8%
REV	4545001	Tax Revenue Distribution/Railrunner	1,774,344.00	336,765.26	1,437,578.74	19.0%
REV	4453001	Cash Balance Local Match Distribution (LA Contribution)	197,500.00	197,500.00	0.00	100.0%
REV	4455002	Cash Balance Local Match Distribution (LA Contribution)	204,080.00	204,080.00	0.00	100.0%
REV	4455000	Member Local Match-LA Contribution	880,000.00	0.00	880,000.00	0.0%
REV	4503000	Interest Earned on Bank Accounts	0.00	604.63	0.00	0.0%
REV	4643000	Miscellaneous Revenue	0.00	1,650.00	0.00	0.0%
REV	4721000	Fares	0.00	2,058.70	0.00	0.0%
Total REV			**10,380,759.00**	**2,117,910.43**	**8,267,161.90**	**20.4%**
Account Type	Account Code	Account Title	Original Budget	Year to Date Actuals	Remaining Budget	Year to Date Budget Variance - 42%
Administrative						
EXP	6110105	Director	100,000.00	36,308.79	63,691.21	36.3%
EXP	6110110	Managers	55,352.00	44,653.65	10,698.35	80.7%
EXP	6110112	Financial Manager	63,955.00	22,222.08	41,732.92	34.7%
EXP	6110115	Clerical Support Staff	1,429.00	1,428.80	0.20	100.0%
EXP	6110120	Accounting Staff	37,496.00	35,267.20	2,228.80	94.1%
EXP	6110125	Administrative Assistant	123,990.00	34,226.74	89,763.26	27.6%
EXP	6110150	Transportation Coordinator	62,097.00	26,169.20	35,927.80	42.1%
EXP	6110155	Public Works Director	77,235.00	29,592.00	47,643.00	38.3%
EXP	6110165	Reserve for Leave Payouts	25,000.00	0.00	25,000.00	0.0%
EXP	6110205	FICA	41,952.00	17,672.75	24,279.25	42.1%
EXP	6110210	PERA	53,201.00	22,873.86	30,327.14	43.0%
EXP	6110215	Health Insurance	69,381.00	33,990.86	35,390.14	49.0%
EXP	6110220	Unemployment Insurance	5,000.00	4,934.06	65.94	98.7%
EXP	6110225	Workers' Compensation	122,525.00	28,571.53	93,953.47	23.3%
EXP	6110230	Other Fringe Benefits	15,529.00	4,480.37	11,048.63	28.9%
EXP	6110235	Miscellaneous Reserve	15,210.00	0.00	15,210.00	0.0%
EXP	6110315	Postage	540.00	319.91	220.09	59.2%
EXP	6110320	Telephone	32,450.00	4,756.11	27,693.89	14.7%
EXP	6110325	Cell Phone	1,460.00	1,456.89	3.11	99.8%
EXP	6110400	Contractual Services	222,555.00	46,045.99	176,509.01	20.7%
EXP	6110405	Audit	20,000.00	5,309.66	14,690.34	26.5%
EXP	6110410	Advertising	100,000.00	50,020.62	49,979.38	50.0%
EXP	6110415	Advertising-Other	2,320.00	2,301.85	18.15	99.2%
EXP	6110425	IT Hardware/Software Support	8,377.00	8,345.23	31.77	99.6%
EXP	6110500	Dues and Subscriptions	6,000.00	4,169.00	1,831.00	69.5%
EXP	6110605	Equipment Rental	2,400.00	0.00	2,400.00	0.0%
EXP	6110610	Equipment Repair & Maintenance	1,000.00	289.63	710.37	29.0%
EXP	6110615	Computer Repair & Maintenance	6,000.00	2,361.06	3,638.94	39.4%
EXP	6110705	Property Insurance	9,927.00	9,927.00	0.00	100.0%
EXP	6110710	General and Employee Liability	25,000.00	22,274.65	2,725.35	89.1%
EXP	6110715	Civil Rights	3,500.00	0.00	3,500.00	0.0%
EXP	6110725	Vehicle Insurance	30,000.00	28,478.15	1,521.85	94.9%
EXP	6110805	Office Rent	17,370.00	11,400.00	5,970.00	65.6%
EXP	6110810	Utilities	7,500.00	1,936.62	5,563.38	25.8%
EXP	6110815	Janitor	3,425.00	1,298.24	2,126.76	37.9%
EXP	6110905	Drug and Alcohol Testing	500.00	0.00	500.00	0.0%
EXP	6111000	Printing	6,000.00	1,646.53	4,353.47	27.4%
EXP	6111005	Copying	1,800.00	67.62	1,732.38	3.8%
EXP	6111105	Office Supplies	22,000.00	17,549.07	4,450.93	79.8%
EXP	6111110	Furniture & Equipment under 5K	10,000.00	0.00	10,000.00	0.0%
EXP	6111200	Training	5,000.00	1,694.00	3,306.00	33.9%
EXP	6111300	Travel	21,943.00	4,111.87	17,831.13	18.7%
Sub-Total Admin			**1,436,419.00**	**568,151.59**	**868,267.41**	**39.6%**

North Central Regional Transit District
Summary Budget Comparison
From 7/1/2010 Through 11/30/2010

Account Type	Account Code	Account Title	Original Budget	Year to Date Actuals	Remaining Budget	Year to Date Budget Variance - 42%
Operating						
EXP	6200000	Operating Expenses	2,612,775.00	231,928.15	2,380,846.85	8.9%
EXP	6200005	Operating Expense Transfer - Railrunner	1,774,344.00	189,938.76	1,584,405.24	10.7%
EXP	6220105	Supervisors	177,147.00	48,200.00	128,947.00	27.2%
EXP	6220110	Drivers	801,559.00	278,433.92	523,125.08	34.7%
EXP	6220115	Driver Overtime	80,900.00	24,357.76	56,542.24	30.1%
EXP	6220120	Dispatcher	32,761.00	12,627.20	20,133.80	38.5%
EXP	6220125	Janitor	7,500.00	0.00	7,500.00	0.0%
EXP	6220135	Mechanic	20,000.00	0.00	20,000.00	0.0%
EXP	6220165	Reserve for Leave Payouts	10,000.00	0.00	10,000.00	0.0%
EXP	6220200	Fringe Benefits	371,115.00	150,143.67	220,971.33	40.5%
EXP	6220235	Miscellaneous Reserve	45,967.00	0.00	45,967.00	0.0%
EXP	6220305	Cell Phone	4,500.00	1,027.13	3,472.87	22.8%
EXP	6220320	Telephone	6,000.00	257.18	5,742.82	4.3%
EXP	6220420	Transit Services	81,700.00	0.00	81,700.00	0.0%
EXP	6220605	Building Maintenance	33,100.00	1,936.94	31,163.06	5.9%
EXP	6220610	Maintenance Machinery & Equipment	500.00	131.77	368.23	26.4%
EXP	6220615	Utilities	22,500.00	0.00	22,500.00	0.0%
EXP	6220620	Furniture and Equipment	1,000.00	1,000.00	0.00	100.0%
EXP	6220705	Uniforms	10,000.00	0.00	10,000.00	0.0%
EXP	6220805	Shop Supplies	8,000.00	4,722.08	3,277.92	59.0%
EXP	6220810	Physicals	301.00	0.00	301.00	0.0%
EXP	6220900	Training	2,500.00	36.93	2,463.07	1.5%
EXP	6221000	Travel	2,500.00	724.58	1,775.42	29.0%
EXP	6221105	Fuel	339,000.00	67,828.02	271,171.98	20.0%
EXP	6221110	Licenses and Fees	1,700.00	0.00	1,700.00	0.0%
EXP	6221115	Oil and Lubricants	20,300.00	4,244.20	16,055.80	20.9%
EXP	6221120	Replacement Parts	24,500.00	10,980.46	13,519.54	44.8%
EXP	6221125	Tires	24,000.00	6,034.55	17,965.45	25.1%
EXP	6221130	Vehicle Maintenance	58,000.00	32,102.13	25,897.87	55.3%
EXP	6221135	Painting	14,500.00	4,779.18	9,720.82	33.0%
EXP	6221150	Vehicle Repair	10,000.00	2,820.25	7,179.75	28.2%
Sub-Total Operating			**6,598,669.00**	**1,074,254.86**	**5,524,414.14**	**16.3%**
Capital						
EXP	6330105	Buildings	1,225,691.00	16,590.40	1,209,100.60	1.4%
EXP	6330115	Furniture & Fixtures	222,766.00	0.00	222,766.00	0.0%
EXP	6330125	Other Capital Expenses	509,227.00	0.00	509,227.00	0.0%
EXP	6330135	Passenger Bus	154,512.00	154,512.00	0.00	100.0%
EXP	6330145	15 Passenger Van w/Lift	119,500.00	0.00	119,500.00	0.0%
EXP	6330155	Bus Shelters	111,213.00	5,572.96	105,640.04	5.0%
EXP	6330160	Mobile Radios	2,761.00	2,760.09	0.91	100.0%
Sub-Total Capital			**2,345,670.00**	**179,435.45**	**2,166,234.55**	**7.6%**
Total EXP			**10,380,758.00**	**1,821,841.90**	**8,558,916.10**	**17.6%**

MEMORANDUM

TO: Chairman and Members of the Finance/Coordination Committee

FROM: Ivan Guillen, Regional Operations Manager

SUBJECT: Proposal to Eliminate Identification Badges for Children 10-13 Years of Age

DATE: January 13, 2011

Currently, NCRTD Resolution 2008-03 sets the minimum age for a person to ride an NCRTD bus unattended at 10 years of age. The Resolution goes further to require that riders between the ages of 10-13 obtain an NCRTD issued photo identification badge showing trip destination and parent contact number. The process is cumbersome for all involved and creates a definite impediment to mobility for a particular segment of the transit riding population.

No other segment of our ridership, seniors, para-transit or ambulatory riders, are required to obtain and present an identification badge to use our services. As has been the practice, if a passenger between 10-13 years if age does not have or forgets the identification badge, service is denied to the rider (non-rider). This not only disenfranchises the student but also the parent(s) and casts negative light on the way the NCRTD provides service and we have likely lost a potential regular rider.

In the research I have conducted, the only time a particular card, identification or otherwise, is issued, is when riders qualify for reduced fares. This occurs mainly for seniors and students.

The process becomes cumbersome for the student and the parent(s) who have to come to the operations office to fill out an application and get photographed. The badge is created and mailed to the student. As you know, we have students that we provide service to as far away as Taos. While we transport students all over the District, this would affect mainly the Pojoaque and Roots & Wings (Taos/Questa) students, approximately 35 and 32, respectively. While a staff member can travel to the school and take the photographs for the regular riders, what happens to the student who uses the system occasionally?

I have surveyed the transit agencies in our district to determine the area industry standards and found the following:

Taos Chili Line/Taos Express	10 years and older, no identification required
Santa Fe Trails	6 years and older, no identification required
Atomic City Transit	No age limit, no identification required
RailRunner Express	10 years and older, no identification required

In conclusion, one can see that there is no practical reason for requiring riders between ages 10-13. As enumerated above, the process is cumbersome and inconvenient for the potential riders and their parents; it creates a barrier for a certain segment of the transit eligible population and it is not the industry standard. It is staff's recommendation that the NCRTD Board of Directors amend Resolution 2008-03 to eliminate the need for riders between the ages of 10-13 years of age to obtain an NCRTD issued identification badge to ride unattended. Feel free to call if you have any questions.